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Institutional Effectiveness Committee Minutes

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Fall 10-29-2020

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Institutional Effectiveness Committee (IEC)

10/29/2020

Present

Janet Bavonese, Louise Clark, Tim King, Lori Owens, Andrea Porter, Kimberly Presson, Stacie Stone, Lisa Williams, Joe Walsh

Absent

None

Guest(s)

Don Killingsworth (President), Christie Shelton (Provost)

Call to Order

Meeting was called to order at 1:00 p.m. by Dr. Walsh (Meeting was remote via Microsoft Teams)

Old Business

Being the initial meeting of this committee, there was no old business to discuss.

New Business

1. **Welcome and Introductions:** Dr. Walsh welcomed committee members and guests and thanked them for their participation. He introduced each subcommittee chair as follows:
 - Dr. Clark and Dr. Bavonese – Program Review
 - Dr. Owens – General Education Competencies
 - Ms. Williams – New Programs/Changes
 - Dr. King – Student Achievement
 - Dr. Stone – Quality Enhancement Plan (QEP)
 - Dr. Porter – Writing across the curriculum
 - Ms. Presson – SACSCOC.
2. **Presidential Charge:** President Killingsworth was introduced and he subsequently informed the committee of its charge and the importance of its work relevant to institutional accreditation. He offered his encouragement and assured the committee of full institutional support in accomplishing its charge.
3. **Welcome from the Provost:** Provost Shelton thanked committee members for their willingness to chair one of the seven subcommittees and undertake the significant and important work associated with institutional accreditation. She acknowledged the additional burden of accomplishing this work during the pandemic-related disruptions and notable transitions within institutional administration over the last few years and conveyed her confidence in this committee to accomplish its work.
4. **Committee Repository:** Dr. Walsh informed IEC members of the new Committee repository being developed by the Bethany Latham, Technical Services, Houston Cole Library. This repository will be

used to house minutes and other documents for all University Committees. In preparation, Dr. Walsh encouraged subcommittee chairs to begin taking detailed minutes of all meetings. Dr. Walsh will also provide templates following this meeting so that some consistency in meeting minutes might be achieved. However, use of the templates remains at the discretion of each committee.

Adjournment

With no further business to discuss and no questions or updates by committee members, the meeting was adjourned at 1:16 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Joe Walsh". The signature is fluid and cursive, with a long horizontal stroke extending to the left.

Joe Walsh
Committee Chair & Recording Secretary